

Church Fenton Parish Council

Minutes of ORDINARY COUNCIL MEETING held on 23rd November 2023

In attendance: Cllr Charlston, Cllr Ferris, Cllr Higham, Cllr Andrew Mason (Chair), Cllr Seguss, Cllr Whyte and Robin Harris, Clerk to the Council.

In addition, 17 members of the public

Meeting opened at 19:00

23/78 To note Apologies and Approve Reasons for Absence

Cllr J Mason sent apologies.

Resolution: Reason for absence accepted (Unanimous)

23/79 To resolve that delegation to decide on application for dispensations in councillor interests is removed from the Clerk, and that future dispensation applications are considered by the Council.

Resolution: Motion carried (For: Cllrs Charlston, Ferris, Higham, Seguss and Whyte. Against: Cllr A Mason)

23/80 To note any Declarations of Interest and to consider any dispensation requests

Cllr A Mason submitted a written dispensation request as he has an 'Other Registerable Interest (ORI)' relating to CFCS. Cllr Ferris asked that he be included as he has the same ORI and will submit a written request.

Motion: To accept the dispensation requests to be involved in both discussions and votes on matters relating to CFCS.

Resolution: Motion NOT Carried (For: Cllr Ferris. Against: Cllrs Charlston, Higham, Seguss and Whyte. Abstain: Cllr A Mason).

23/81 Public participation period

Two residents spoke about the village shop and wanted to know why the Council felt a need to ask questions about how it is operated. Some strong opinions were expressed and there was attempt to clarify the situation.

A resident asked that all members of the public be allowed to speak on their chosen topics.

A resident spoke about extensive problems around the housing development off Bridge Close/ Station Road. Contractors' personal vehicles, tradesman's vans and HGVs are regularly parked in ways that cause obstructions and hazards. The entrance is not being kept clear. Deliveries frequently are blocking access for residents. Actions to be taken on this matter are covered in 23/82 Planning Enforcement. The Chair reminded the meeting on the Rules for the Public Session which should be followed.

23/82 To approve minutes of the Ordinary Meeting of Church Fenton Parish Council held on 19th October 2023

One amendment to the list of councillors 23/74 3 – add Cllr Seguss

Resolution: Approved with the above amendment (Unanimous)

23/83 Planning

1. To consider applications received and resolve on recommendations to be made to North Yorkshire Council Planning Authority

ZG2023/1045/FUL. Conversion of existing commercial building into dwelling

LOCATION: Brackenhill Farm, Brackenhill Lane, Church Fenton (23rd November 2023 deadline)

Resolution: No comment (Unanimous)

2. To note applications approved and declined

- a. ZG2023/0389/HPA. Erection of a single storey extension to the rear and external alterations to the wall materials of existing house at 11 Brockley Close, Church Fenton – **PERMITTED**



- b. ZG2023/0983/TPO. Land North Of Gate Bridge, Main Street, Church Fenton Crown lift by 6 metres and removal of 6 limbs to 1 No Sycamore (T1), reduce 1 No branch by 3 metres to 1 No Elm (T2), crown lift by 6 metres and remove several limbs to 1 No Sycamore (T3), Crown lift by 6 metres and removal of 3 limbs to 1 No Sycamore (T4), Removal of 5 limbs to 1 No Sycamore (T5), reduce 2 large lower limbs and crown lift by 6 metres to 1 No Willow (T6), remove approximately 7 limbs to 1 No Sycamore (T7) and fell 2 No Elm trees protected by TPO 8/1985 – **PERMITTED** (must use a trained arborist follow normal procedures for replacing trees protected by a TPO).
- c. ZG2023/0873/HPA. 12 Rose Lane, Church Fenton, North Yorkshire. Demolition of existing outbuildings and construct new single storey pitched roof extension - **PERMITTED**

3. To consider any planning enforcement issues

- a. Vehicles around the housing development off Bridge Close / Station Road (Known as Maple Gardens) are frequently causing obstructions and hazards.

Resolution: Clerk to write to developers asking them to address these points with a written response within 7 days. If no satisfactory reply is received Clerk will raise the matter with Planning Enforcement. (For: Cllrs Charlston, Ferris, A Mason, Seguss, Whyte, Against: Cllr Higham).

23/84 Finance

- 1. To note the finance report
 - a. Bank reconciliation end October 2023
 - b. Payments
 - c. Budget monitor
- 2. To note payments made by Clerk using delegated powers in October 2023 (23/72: 3)
 - a. Lighting & Illumination Christmas Lights £480.00
 - b. Lights4Fun Christmas Lights £91.58
 - c. Festive Lights Christmas Lights £467.98

(All payments above were made from Christmas Donations)
(Only three councillors are able to authorise payments on the Unity Bank with three still not able to gain access which sometimes can delay payments).
- 3. **To resolve on increasing the Lengthsman's wage in line with the Real Living Wage of £12.00 as of October 2023**
Resolution: Approved (unanimous)
- 4. **To resolve to increase the Clerk's salary for 2023/24 in line with the NJC pay scale and to pay back pay from April 2023 with the November Salary**
Resolution: Approved (unanimous)
- 5. **Budget and Precept 2024/25**
 - a. To note the draft budget prepared by the clerk covering all on-going expenditures **and to resolve on any adjustments required.**
Several questions were answered by the Clerk. No amendments were requested remembering that the budget is only a framework for controlling expenditure and does not imply any constraints on actual payments which will be decided by Council.
Resolution: To accept the proposed budget (Unanimous)
 - b. **To consider and resolve on including any project or one-off costs**
See Environment 23/84 1.
 - c. To note example options for the precept, the impact on council taxpayers and on reserves **and to consider and resolve on a precept for 2024/25.**

Resolution: To increase the precept to £29461 (an increase of 11.60% on Band D Properties) This amount balances the budgeted payments and so leaves reserves unchanged. (For: Cllrs Charlston, Ferris, Higham, Seguss, Whyte. Against: Cllr A Mason.)



23/85 Environment

1. **To receive recommendations from the Playground Group on repairs needed to both playgrounds and to resolve on repairs to be made.**
Several quotes have been received recently. The proposed work required and costs vary greatly from hundreds of pounds for patching surfaces to several thousands of pounds for laying a completely new surface.
Resolution: Request an analysis of options together with recommendation for the January 2024 meeting. (Unanimous)
2. **To consider options for supporting the Citizens Advice Bureau and to resolve if a donation should be made.**
Resolution: A donation of £250 will be made. (Unanimous)
3. **To consider if a more open and collaborative relationship with CFCS Ltd. could be mutually beneficial and to resolve on steps to achieve this.**
Cllr A Mason and Cllr Ferris left the room
Resolution: To write to the CFCS Management Committee and directors requesting an annual meeting, to build understanding of to better align each other's goals. First meeting suggested for February (Unanimous).
Cllr A Mason and Cllr Ferris returned to the room
4. **To receive an update from the Environment Working Group and to consider and resolve to ask the clerk to purchase items / services up to an amount to enable projects to proceed without delay (using delegated powers).**
The Council does not own the common land but is the guardian of it on behalf of commoners. There were discussions both for an against, but no-one from the Environmental Group was present to clarify.
Resolution: Ask that the Environment Group at the January 2024 meeting to address the concerns that have been expressed about the environmental impact and whether an alternative scheme closer to the village centre could be considered. (Unanimous)
5. **To note an update from the Chair about possible collaborations with Ulleskelf PC. To consider and resolve on setting up joint meetings and who will attend on:**
 - a. **Highways and HGV traffic**
 - b. **Railway**
 - c. **Airfield**
 - d. **Regular clerk / chair update meeting**

Cllr A Mason proposed that it was not necessary to choose councillors now but the motion agreed was:
Motion: To support setting up closer relationships with Ulleskelf PC and to choose councillors to participate in meetings. Motion CARRIED (For: Cllrs Charlston, Higham, Ferris, Seguss and Whyte. Against: Cllr A Mason)
Resolution: Councillors to attend: Cllrs A Mason, Charlston, Seguss, Higham (Unanimous)
6. **To note that the grass and verge cutting contracts will expire in March 2024. An updated set of requirements and performance standards is now needed so that requests for quotations can be provided to prospective suppliers before the end of 2023. This allows time to receive and compare responses and to decide on a supplier before the new season cutting begins.**
7. **To note that the Clerk has been provided with information about the land adjacent to the Village Hall concerning a possible error in its registration. This matter was previously investigated but not concluded. To consider and resolve on re-commencing work to have the boundary corrected.**
Resolution: To authorise the Clerk to investigate the evidence and to bring forward recommendations as soon as possible. (Unanimous)



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8. To consider the NYC Housing Strategy Consultation and to resolve any comments to be made.

Councillors have not yet had time to read and understand the NYC proposals.

Resolution: Defer to next meeting (Unanimous)

23/86 To receive representative reports

1. To receive an update from the Highways Working Group
 - a. Mixed information has been reported about meetings within NYC concerning HGV traffic accessing LEA. No proposal received so far for the suggested multi-agency meeting to include Ulleskelf and Church Fenton Parish Councils.
 - b. The damaged speed limit signs on Ash Lane have been replaced with temporary signs whilst the ones that match the other village entrances are made and erected.
 - c. Proposal will be brought forward to extend double yellow lines around the railway bridge. This is likely to elicit strong views and needs to be presented for discussion at the next meeting.
 - d. VAS signs will be moved shortly and the data downloaded and will be presented to the Council.
2. To receive an update from the Christmas Working Group
 - a. Light switch on this Sunday
 - b. Best ever year for sponsorship
 - c. Maintenance costs of lights covered by sponsorship this year (not PC reserves)
 - d. The display this year was set up by volunteers using equipment provided by local businesses so thanks to: RJC (especially Warren), JVD Engineering, Matthew Abraham Thomas, Martin and Craig Blakey, David Luscombe, Teresa Whyte. Special thanks to Sam Charlston and Michelle Seguss for co-ordinating this big project.
3. To receive an update from the Public Rights (Cllr Ferris)
 - a. Side of Fenton Flyer now cleared
4. To note the PCSO report
 - a. The PCSO, Hannah Price will be invited to the January 2024 meeting.

23/87 Policies and procedures

1. To receive an update from the Clerk of options to bring the website into compliance with accessibility requirements. **To consider and resolve on starting on the recommended approach** (without any costs).

Resolution: Due to insufficient time, defer to next meeting (Unanimous).

23/88 To note correspondence received not covered on the agenda.

1. Residents email – HGVs
2. Residents email – HGVs
3. Residents email – HGV photos
4. Residents email – October meeting (4)
5. NYC – Polling Districts Consultation
6. NYC – Money / Budget Consultation
7. NYC – Self-build and custom housing consultation
8. Cllr Lee – Hardcore deliveries to cease
9. Open Spaces Society – Autumn Appeal



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- 23/89 To note agenda items for next and future meetings
 - Yellow lines on railway bridge
 - Web site
 - Playground repairs
 - Schedule of meetings for 2024
 - NYC Housing Strategy Consultation

- 23/90 **To confirm date and time of Ordinary Council Meeting on 11th January 2024 at 7:00pm in the VILLAGE HALL, Main Street, Church Fenton**

Meeting closed at 21:05

Robin Harris, Proper Officer, Church Fenton Parish Council
30 November 2023

DRAFT

